



PHILIPPINE
PORTS
AUTHORITY



REQUEST FOR QUOTATION

The Philippine Ports Authority (PPA), PMO Negros Oriental / Siquijor (PMO NOS), through the PPA Corporate Budget for CY 2026, intends to apply the sum of **Three Hundred Thirty-One Thousand One Hundred Forty-Seven Pesos and 07/100 only (₱ 331,147.07)** being the Approved Budget for Contract (ABC) to payments under the contract for **Maintenance of Signages at PMO-NOS Ports (MPF-NOS-08-26)**. Bids received more than the ABC shall be automatically rejected by the Bids and Awards Committee (BAC).

Completion of the Works shall be required within **Sixty (60) calendar days** from the commencement of activities. The successful bidder must commence all project-related activities within seven (7) calendar days upon receipt of the Notice to Proceed (NTP).

Procurement will be conducted in consonance with Section 34 - Small Value Procurement of the New Government Procurement Act (RA 12099). Applicants for eligibility will be evaluated on a "pass/fail" criterion. Only sealed bids/canvass from eligible bidders will be opened and a contract will be awarded to the Lowest Calculated and Responsive Bidder who was determined as such during post-qualification.

Bidding documents may be purchased by interested Bidders upon payment of a non-refundable fee in the amount of **One Thousand Pesos only (₱ 1,000.00)**.

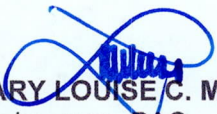
Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **September 30, 2026, at 9:30 a.m.** **Late bids shall not be accepted.** Opening of Bids shall be on **September 30, 2026, at 10:00 a.m.** at the 2nd Floor Conference Room, PPA Port Operations Building, Looc Area, Dumaguete City.

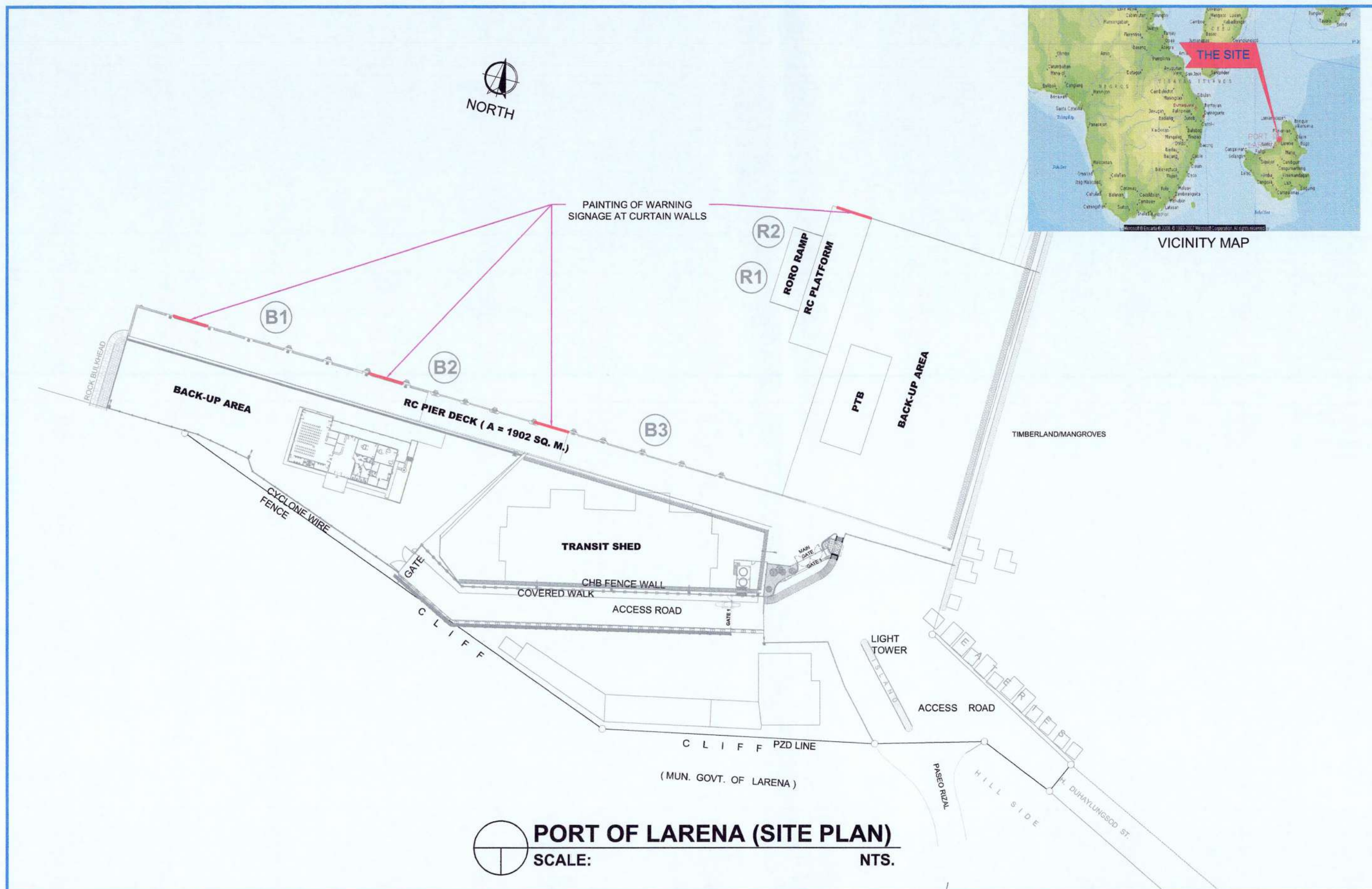
The Philippine Ports Authority, PMO Negros Oriental / Siquijor reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Further information can be obtained from the following:

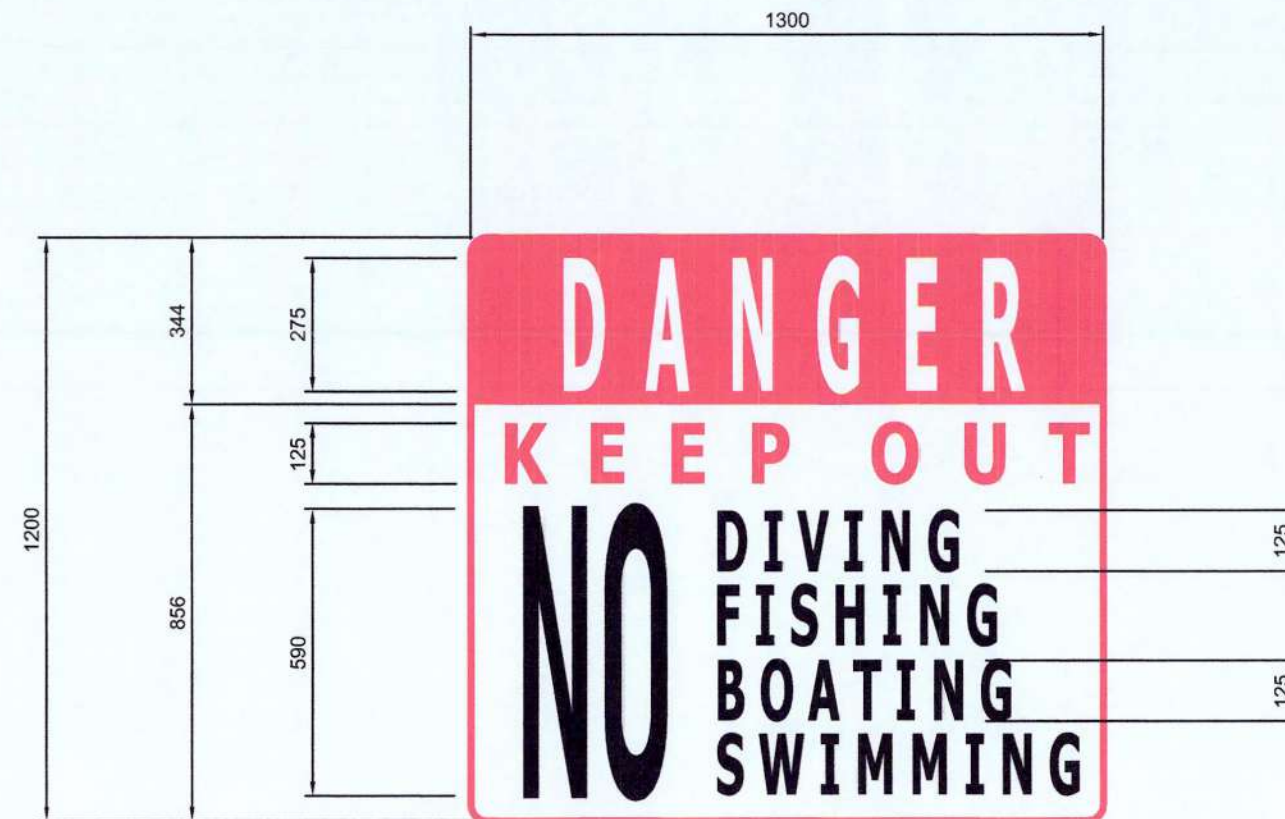
BAC Secretariat

Philippine Port Authority, PMO Negros Oriental / Siquijor
Port Operations Building, Port Area, Looc, Dumaguete City
Tel No. (035) 527-2079


MARY LOUISE C. MACALINO
Chairperson, BAC
PPA, PMO Negros Oriental / Siquijor

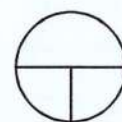


PHILIPPINE PORTS AUTHORITY PMO - NEGROS ORIENTAL / SIKUIJOR	PROJECT TITLE: MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS LOCATION: PORT OF TANDAYAG, SIKUIJOR, LARENA, AND LAZI	SHEET CONTENTS: AS SHOWN	PREPARED BY: <i>Rizchevel A. de Guzman</i> RITCHEVEL A. DE GUZMAN Draftman III	CHECKED BY: <i>Cecelle N. Dacuan</i> CECELLE N. DACUAN Principal Engineer A	RECOMMENDING APPROVAL: <i>Hubert P. Mitmit</i> HUBERT P. MITMIT ESD Manager	APPROVED BY: <i>Aulan M. Rojo</i> AULAN M. ROJO Port Manager	SHEET NO.: 3 8
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(A TOTAL OF 4 SIGNAGES)

- NOTE:** SCRAPE AND CLEAN THE SURFACE BEFORE APPLYING CONCRETE SEALER, PRIMER AND ACRYLIC LATEX PAINT
- THREE (3) COATS OF PRIMER SHALL BE APPLIED
 - FOUR (4) COATS OF FLAT LATEX PAINT SHALL BE APPLIED
 - FIVE (5) COATS OF MARKING PAINT SHALL BE APPLIED



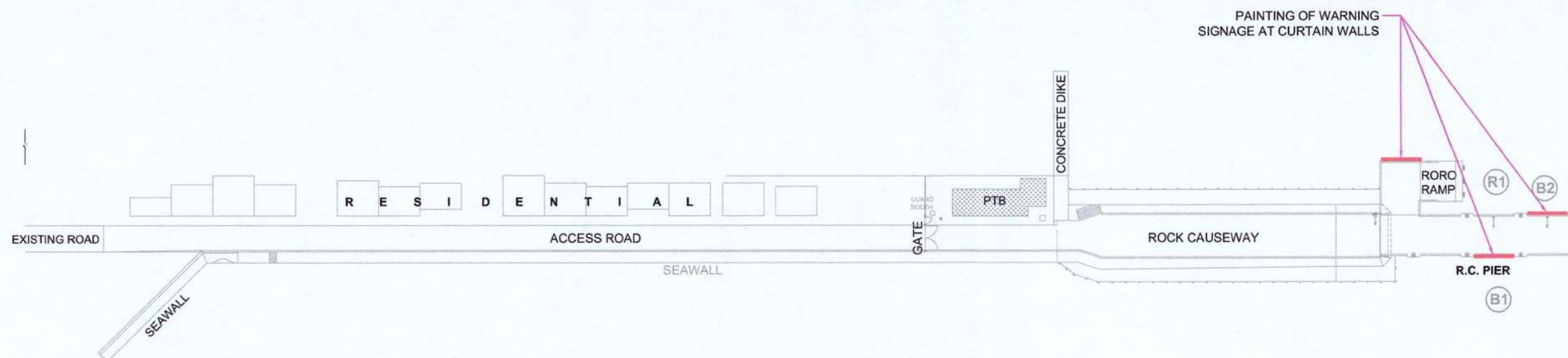
PORT OF LARENA SIGNAGE DETAIL

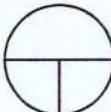
SCALE: 1:15 M.

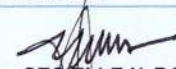
PHILIPPINE PORTS AUTHORITY PMO - NEGROS ORIENTAL / SIKUIJOR	PROJECT TITLE: MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS LOCATION: PORT OF TANDAYAG, SIKUIJOR, LARENA, AND LAZI	SHEET CONTENTS: AS SHOWN	PREPARED BY: <i>[Signature]</i> RITCHIE V. A. DE GUZMAN Draftman III	CHECKED BY: <i>[Signature]</i> CECILLE N. DACUAN Principal Engineer A	RECOMMENDING APPROVAL: <i>[Signature]</i> HUBERT P. MITMIT ESD Manager	APPROVED BY: <i>[Signature]</i> ALLAN M. ROJO Port Manager	SHEET NO.: 4 8
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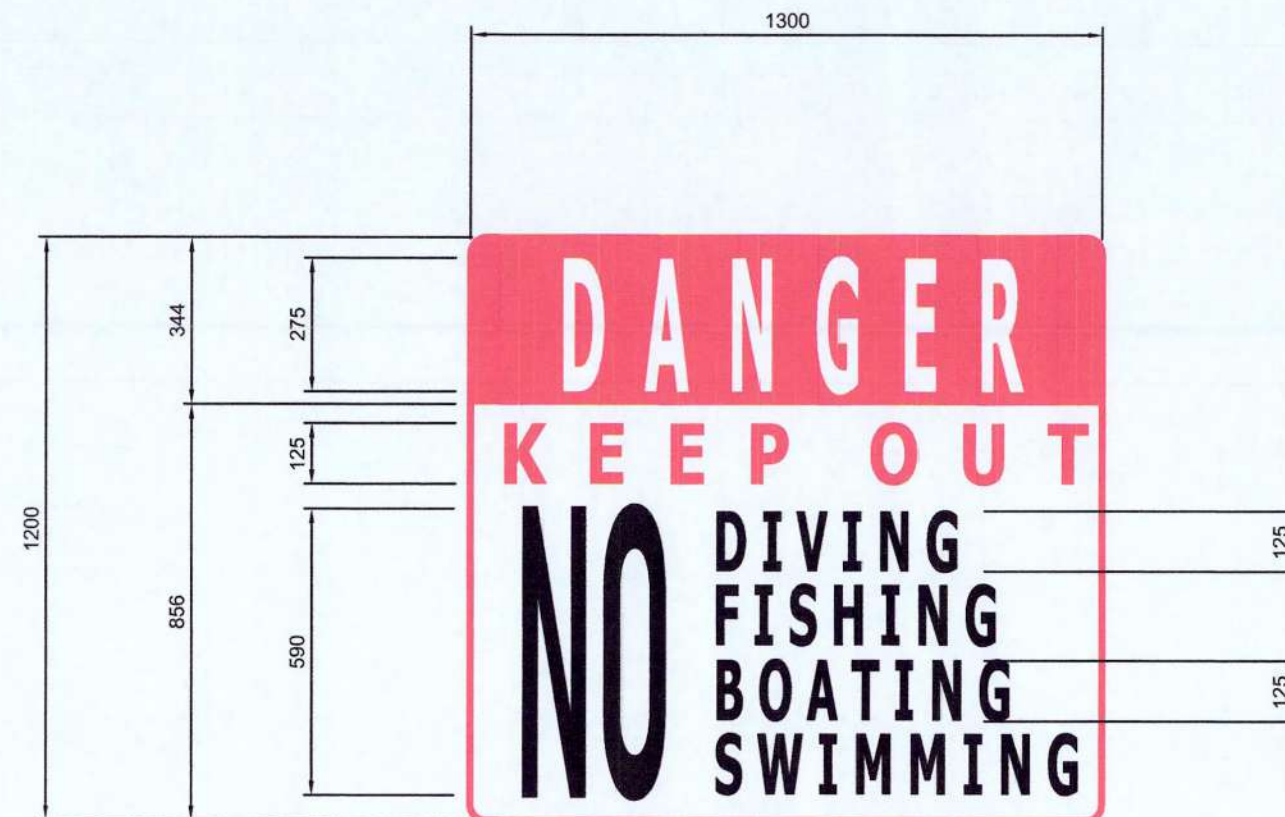


VICINITY MAP



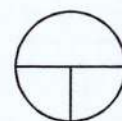
 **PORT OF LAZI (SITE PLAN)**
SCALE: NTS.

 PHILIPPINE PORTS AUTHORITY PMO - NEGROS ORIENTAL / SIKUIJOR	PROJECT TITLE:	SHEET CONTENTS:	PREPARED BY:	CHECKED BY:	RECOMMENDING APPROVAL:	APPROVED BY:	SHEET NO.:
	MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS	AS SHOWN	 RITCHIE VEL A. DE GUZMAN Draftman III	 CECIELLE N. DACUAN Principal Engineer A	 HUBERT P. MITMIT ESD Manager	 ALLAN M. ROJO Port Manager	
	LOCATION: PORT OF TANDAYAG, SIKUIJOR, LARENA, AND LAZI						



(A TOTAL OF 3 SIGNAGES)

- NOTE:** SCRAPE AND CLEAN THE SURFACE BEFORE APPLYING CONCRETE SEALER, PRIMER AND ACRYLIC LATEX PAINT
- THREE (3) COATS OF PRIMER SHALL BE APPLIED
 - FOUR (4) COATS OF FLAT LATEX PAINT SHALL BE APPLIED
 - FIVE (5) COATS OF MARKING PAINT SHALL BE APPLIED



PORT OF LAZI SIGNAGE DETAIL

SCALE:

1:15 M.

PROJECT TITLE:

MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS

LOCATION: PORT OF TANDAYAG, SIKUIJOR, LARENA, AND LAZI

SHEET CONTENTS:

AS SHOWN

PREPARED BY:

RITCHIE VEL A. DE GUZMAN
Draftman III

CHECKED BY:

CECIELLE N. DACUAN
Principal Engineer A

RECOMMENDING APPROVAL:

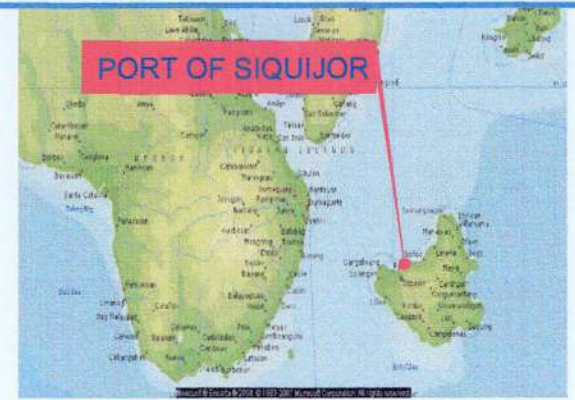
HUBERT P. MITMIT
ESD Manager

APPROVED BY:

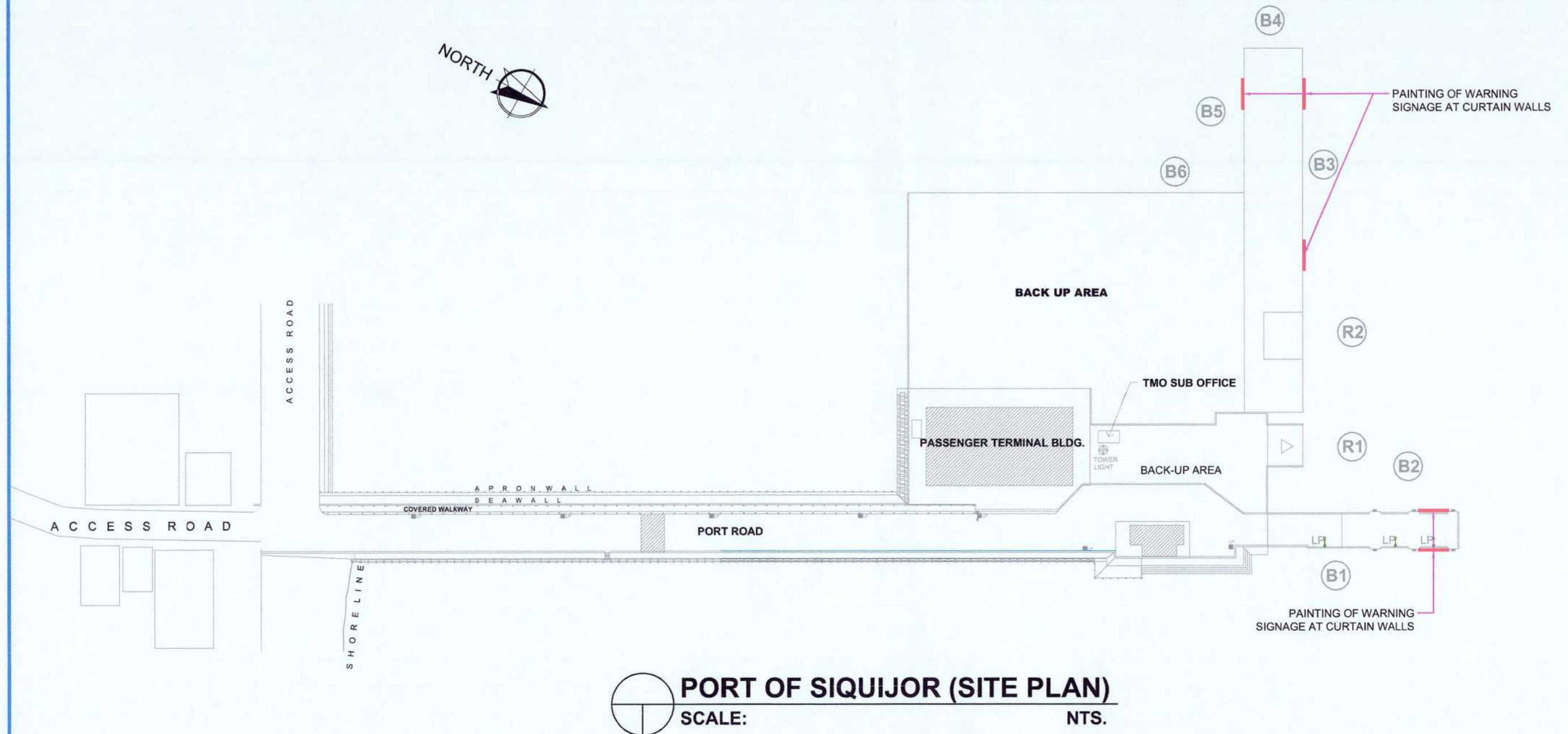
ALBANO RUIO
Port Manager

SHEET NO.:

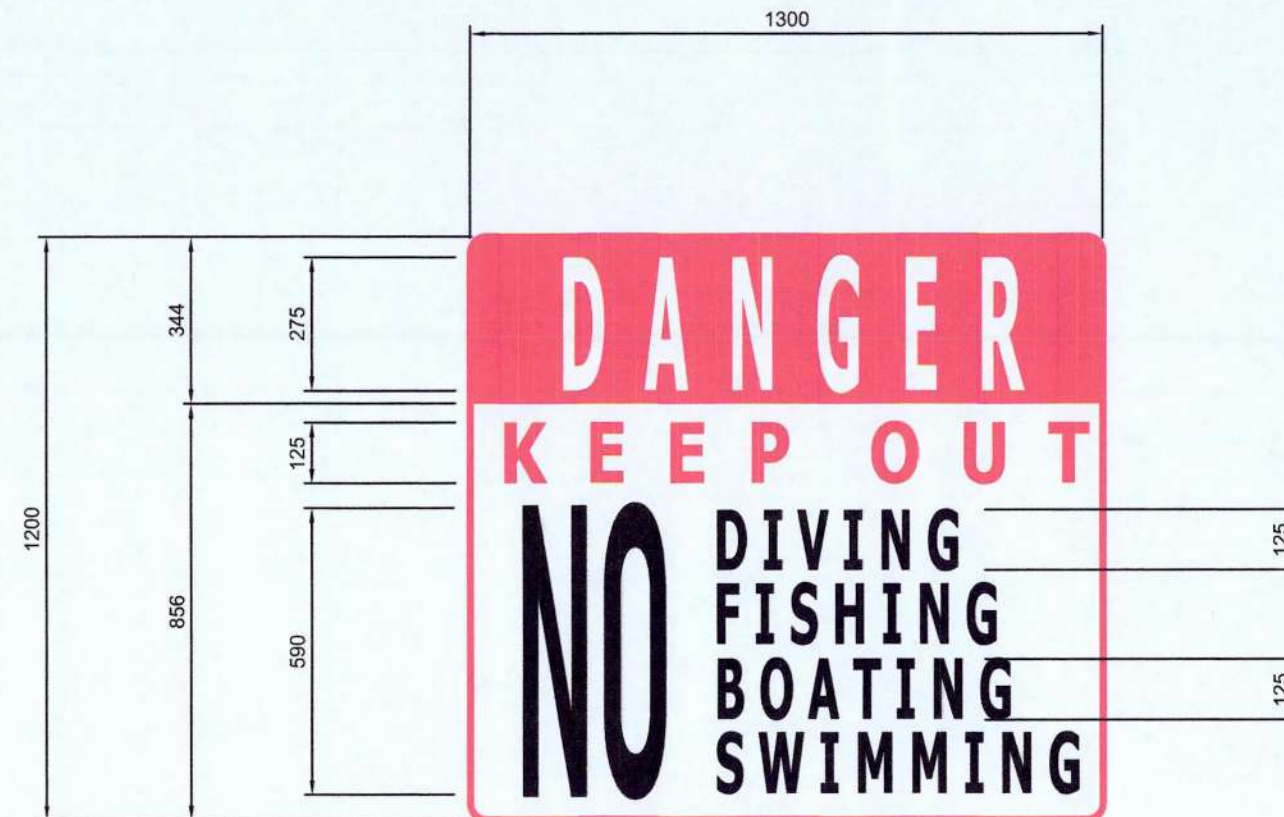
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VICINITY MAP

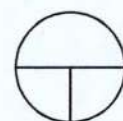


	PROJECT TITLE:	SHEET CONTENTS:	PREPARED BY:	CHECKED BY:	RECOMMENDING APPROVAL:	APPROVED BY:	SHEET NO.:
	MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS	AS SHOWN					
	LOCATION: PORT OF TANDAYAG, SIQUIJOR, LARENA, AND LAZI		RITCHIEYEL A. DE GUZMAN Draftman III	CECIELLE N. DACUAN Principal Engineer A	HUBERT P. MITMIT ESD Manager	ALLAN M. ROJO Port Manager	



(A TOTAL OF 5 SIGNAGES)

- NOTE:** SCRAPE AND CLEAN THE SURFACE BEFORE APPLYING CONCRETE SEALER, PRIMER AND ACRYLIC LATEX PAINT
- THREE (3) COATS OF PRIMER SHALL BE APPLIED
 - FOUR (4) COATS OF FLAT LATEX PAINT SHALL BE APPLIED
 - FIVE (5) COATS OF MARKING PAINT SHALL BE APPLIED



PORT OF SIQUIJOR SIGNAGE DETAIL

SCALE:

1:15 M.

PROJECT TITLE:

MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS

LOCATION: PORT OF TANDAYAG, SIQUIJOR, LARENA, AND LAZI

SHEET CONTENTS:
AS SHOWN

PREPARED BY:

RITCHIE L. A. DE GUZMAN
Draftman III

CHECKED BY:

CECELLE N. DACUAN
Principal Engineer A

RECOMMENDING APPROVAL:

HUBERT P. MITMIT
ESD Manager

APPROVED BY:

ALAN M. ROJO
Port Manager

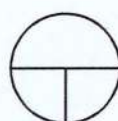
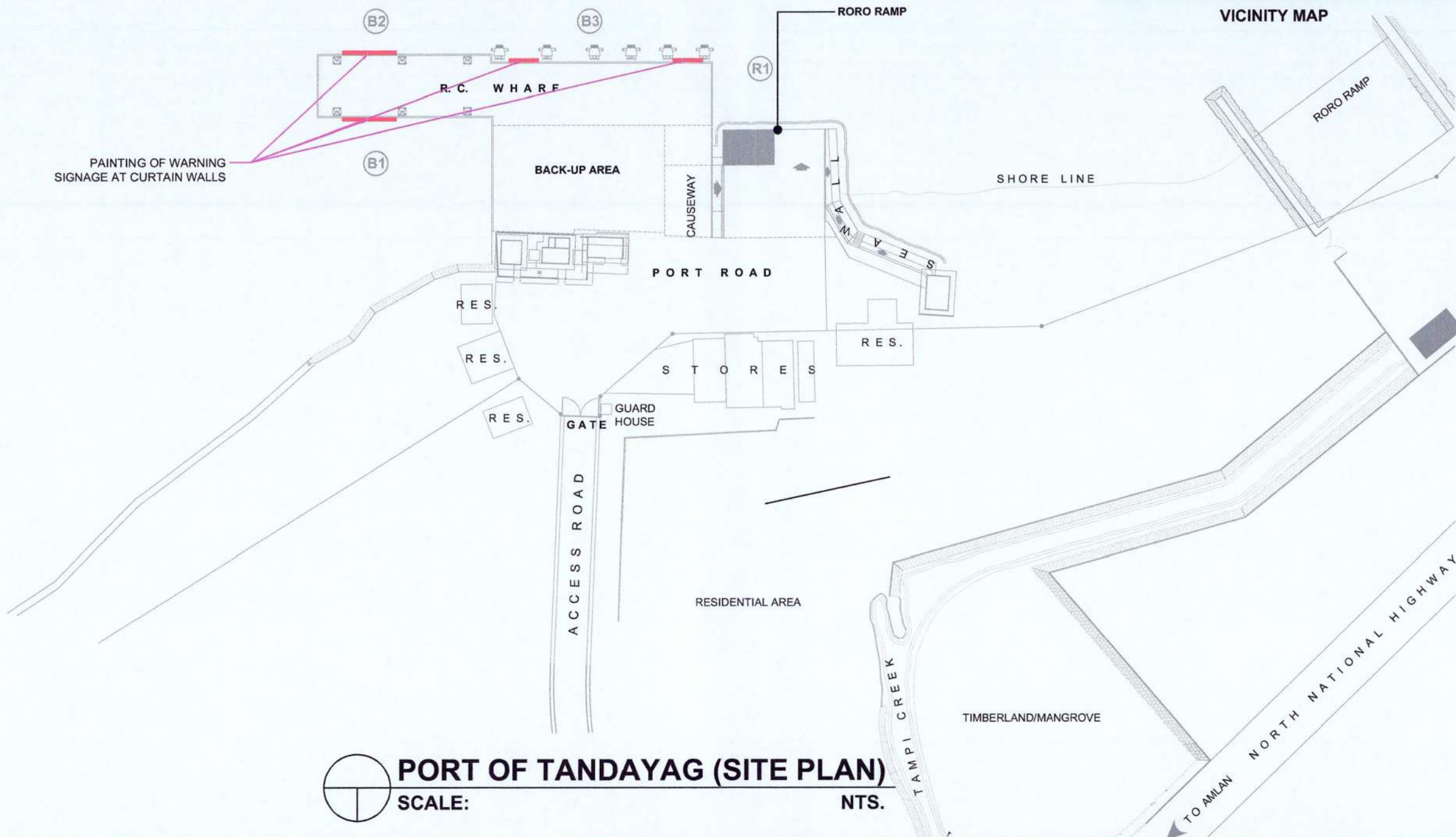
SHEET NO.:

2
8

T A N O N S T R A I T



VICINITY MAP



PORT OF TANDAYAG (SITE PLAN)

SCALE: NTS.

PROJECT TITLE:

MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS

LOCATION: PORT OF TANDAYAG, SIKUIJOR, LARENA, AND LAZI

SHEET CONTENTS:

AS SHOWN

PREPARED BY:

RITCHIE V. A. DE GUZMAN
Draftman III

CHECKED BY:

CECIELLE N. DACUAN
Principal Engineer A

RECOMMENDING APPROVAL:

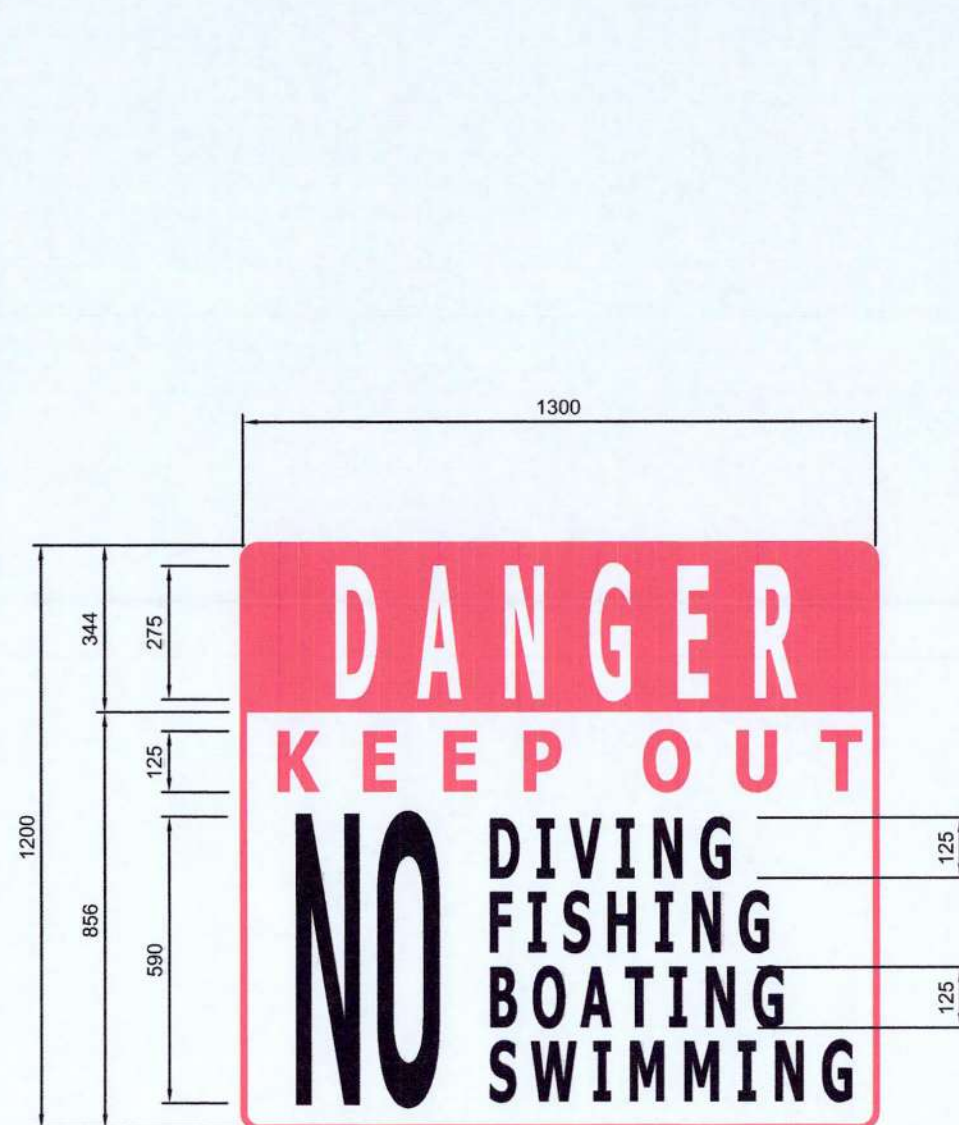
HUBERT P. MITMIT
ESD Manager

APPROVED BY:

ALLAN M. JOJO
Port Manager

SHEET NO.:

7
8

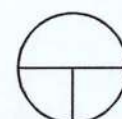


(A TOTAL OF 2 SIGNAGES FOR BERTH 1 & 2)



(A TOTAL OF 2 SIGNAGES FOR BERTH 3)

- NOTE:** SCRAPE AND CLEAN THE SURFACE BEFORE APPLYING CONCRETE SEALER, PRIMER AND ACRYLIC LATEX PAINT
- THREE (3) COATS OF PRIMER SHALL BE APPLIED
 - FOUR (4) COATS OF FLAT LATEX PAINT SHALL BE APPLIED
 - FIVE (5) COATS OF MARKING PAINT SHALL BE APPLIED



PORT OF TANDAYAG SIGNAGE DETAIL

SCALE:

1:15 M.

PROJECT TITLE:

MAINTENANCE OF SIGNAGES OF PMO-NOS PORTS

LOCATION: PORT OF TANDAYAG, SIQUIJOR, LARENA, AND LAZI

SHEET CONTENTS:

AS SHOWN

PREPARED BY:

RITCHIE L. A. DE GUZMAN
Draftman III

CHECKED BY:

CECILLE N. DACUAN
Principal Engineer A

RECOMMENDING APPROVAL:

HUBERT P. MITMIT
ESD Manager

APPROVED BY:

ALLAN M. RUJO
Port Manager

SHEET NO.:

8
8

INSTRUCTION TO BIDDERS

MAINTENANCE OF SIGNAGES AT PMO-NOS PORTS (MPF-NOS-08-26)

I. RESPONSIBILITY OF PROSPECTIVE BIDDER

1. The prospective bidder shall be responsible for taking steps to carefully examine all the bidding documents.
2. All pages of the Eligibility Statements should be **pre-numbered, signed or authenticated by the authorized signatory of the company/firm, and fastened together in a folder, with a Table of Contents**. Failure to comply with this requirement shall be a ground for ineligibility. By signing or authenticating each page of the Eligibility Statements, the bidder or his duly authorized representative acknowledges the truth and correctness of all statements made therein, as well as the authenticity of the supporting documents. Submission of false statements and/or misrepresentation and/or withholding of required and pertinent information shall be a ground for disqualification.
3. The eligibility documents of each prospective bidder shall be submitted on or before the prescribed deadline for the submission of bid documents. The same shall be opened and checked for completeness against a checklist of requirements, using a non-discretionary “pass/fail” criteria, prior to the opening of the bid proposal. In this regard, failure to submit a requirement, or an incomplete or insufficient submission, shall consider the bidder ineligible to participate in the bidding.
4. The BAC shall not be allowed to open the bids of ineligible prospective bidders; provided, however, that if an ineligible prospective bidder signifies his intent to file a request for reconsideration, the BAC shall hold the bid of the said ineligible prospective bidder unopened and duly sealed until such time that the request for reconsideration has been resolved.

II. ELIGIBILITY REQUIREMENTS AND SUBMISSION OF DOCUMENTS

1. The bidder shall prepare its bid in two (2) sealed envelopes clearly marked “Envelope 1”, and “Envelope 2”, each envelope containing 2 sets of the following legal documents as required:

Envelope 1:

Shall contain eligibility statement/documents as specified:

- a. CY 2026 valid Mayor's Permit
- b. PhilGEPS Certificate of Registration
- c. Valid PCAB License (Small B - Port, Harbor or Offshore Engineering)
- d. Taxpayer's Identification Number (TIN) and VAT Registration (BIR Certificate of Registration)

- e. Income/Business Tax Return (ITR)
- f. BIR Tax Clearance for CY 2026
- g. Financial Statements as of December 31, 2025, duly received and stamped by the Bureau of Internal Revenue or electronic proof of submission in compliance with BIR RMC No. 20-2026
- h. Certificate of Registration with the Bureau of Domestic Trade in case bidder is single proprietorship (DTI Certificate of Registration) or Certified Copy of SEC Registration Certificate and Articles of Incorporation and By-laws, if the bidder is a Corporation
- i. Company Profile (Form I & II attached)
- j. Proof of Ownership of minimum equipment required
- k. Omnibus Sworn Statement (Form Attached), and
- l. Bid Security (*Please see item IV for details*)

Enveloped 2 shall contain the following:

- Bid Proposal in the prescribed form (Request for Quotation)

2. The sealed envelopes shall be addressed to:

The Chairperson

Bids and Awards Committee (BAC)
Philippine Ports Authority,
PMO-Negros Oriental/Siquijor
Port Area, Brgy. Looc, Dumaguete City

- 3. The sealed envelopes shall also bear the **Name and Address of Bidder**
- 4. The bid shall contain no erasures or overwriting, except as necessary to correct errors made by the bidder, in which case, such corrections shall be initialed by the person/persons signing the bid. Failure to initial any error/correction shall be a ground for disqualification.
- 5. Late bids shall not be received by the Bids and Awards Committee.

At the appointed time, the BAC Chairman shall open the envelope one (1) at a time. Envelope 2 of the bidder declared "ineligible" shall not be opened as mentioned in Item I.4 hereof.

III. SCOPE OF WORK AND DURATION OF THE PROJECT:

1. Scope of Work:

1.0 General Expenses

- 1.01 Mobilization/Demobilization
- 1.02 Provide construction safety and health program in the execution of the project

2.0 Painting Works

- 2.01 Surface preparation, including cleaning & removal of dirt
- 2.02 Painting of Warning Signages at TMO Tandayag (4-units)
- 2.03 Painting of Warning Signages at Port of Lazi (3-units)
- 2.04 Painting of Warning Signages at Port of Siquijor (5-units)
- 2.05 Painting of Warning Signages at TMO Larena (4-units)

2. Minimum Equipment Requirement:

- a. 1 unit Pressure Washer Owned / Leased

3. Required PCAB Registration

- a. Small B – Port, Harbor or Offshore Engineering

4. Approved Budget for the Contract: ₱ 331,147.07

5. Project Duration and Timetable:

The contractor shall commence all project related activities within seven (7) days after the receipt of the Notice to Proceed (NTP). The mobilization, supply, and delivery of materials, as well as the required work, must be completed within **Sixty (60)** calendar days from the commencement of activities.

IV. BID SECURITY

The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount not less than the percentage of the ABC in accordance with the schedule in Section 56 of the IRR.

The Bid and bid security shall be valid in 120 calendar days from the opening of bids. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

The performance security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity, which shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.

V. EVALUATION OF BID

1. The purpose of the bid evaluation is to determine the Lowest Calculated Bid. This bid shall be subject to post-qualification to determine its responsiveness to the eligibility and bid requirements. If after post qualification the Lowest Calculated Bid is determined to be post-qualified, it shall be considered the Lowest Calculated Responsive Bid and the contract shall be awarded to the bidder.
2. The detailed evaluation of the financial component of the bids, to establish the correct calculated prices of the bids, and
3. The ranking of the total bid prices as so calculated from the lowest to the highest bids with the lowest price shall be identified as the Lowest Calculated Bid.
4. In the evaluation of the bids, the BAC shall evaluate all bids on equal footing to ensure fair and competitive bid evaluation. For this purpose, all bidders shall be required to include the cost of all taxes and other expenses attendant to the delivery or performance of the services, as itemized in the bid form.
5. In case of discrepancies between:
 - a) bid price in figures and in words, the latter shall prevail.
 - b) total prices and unit prices, the latter shall prevail.

6. After all bids have been received, opened, examined, evaluated, and ranked, the BAC shall prepare the corresponding Abstract of Bids, which shall contain the following:
 1. The project being procured
 2. Time, date, and place of bidding, and
 3. Names of Bidders and their respective calculated bid prices arranged lowest to highest from lowest to highest.

VI. AWARD OF CONTRACT

1. Award in the form of Contract Agreement shall be made to the bidder with the lowest Calculated Responsive Bid at its submitted bid price and the latter shall bear the signature of the head of the procuring entity and the prospective contractor.

VII. DISCLAIMER

1. The PPA or the BAC assumes no obligation whatsoever to compensate or indemnify the participants for any expense or loss that may be incurred in the preparation or submission of their proposals.
2. The authority reserves the right to reject all bids and to declare a failure of bidding or not to award the contract. Likewise, it assumes no responsibility to compensate the bidders for any expenses incurred in the preparation of the bids.



MARY LOUISE C. MACALINO
Chairperson, BAC
PPA, PMO Negros Oriental / Siquijor
Port Area, Dumaguete City

REQUEST FOR PRICE QUOTATION

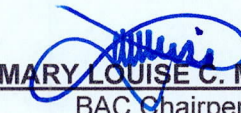
Date: September 23, 2026

Quotation No: BAC-NOS-113-2026

Company Name : _____

Address & Tel. No. : _____

Please quote your price on the items of work listed below, subject to the Terms and Conditions indicated below and submit your sealed quotation duly signed by your authorized representative not later than **9:30 AM on September 30, 2026**.


MARY LOUISE C. MACALINO
 BAC Chairperson

Project: **Maintenance of Signages at PMO-NOS Ports**

Location: **Port of Negros Oriental/Siquijor (Tandayag, Siquijor, and Larena)**

Approved Budget for the Contract (ABC) : **₱ 331,147.07**

Contract Duration: **Sixty (60) Calendar Days**

Item No.	Qty	Unit	Scope of Work	Unit Cost	Amount
1.0			General Expense		
1.01	L.S	1.0	Mobilization/Demobilization		
1.02	L.S	1.0	Provide construction safety and health program in the execution of the project		
2.0			Painting of Works		
2.01	LOT	4.0	Surface preparation, including cleaning & removal of dirt		
2.02	SQ.M	27.65	Painting of Warning Signages at TMO Tandayag (4-units)		
2.03	SQ.M	20.74	Painting of Warning Signages at Port Lazi (3-units)		
2.04	SQ.M	34.56	Painting of Warning Signages at Port Siquijor (5-units)		
2.05	SQ.M	27.65	Painting of Warning Signages at TMO Larena (4-units)		
			X-X-X-X-X-X-X-X-X-X		
Total Amount					
Amount in Words:					

Terms and Conditions:

1. Prospective Bidders shall submit their sealed quotation together with the following legal documents, to wit:
 - a. CY 2026 valid Mayor's Permit
 - b. PhilGEPS Certificate of Registration
 - c. Valid PCAB License and Registration (Small B - Port, Harbor or Offshore Engineering);
 - d. Taxpayer's Identification Number (TIN) and Vat Registration (BIR Certificate of Registration)
 - e. Income/Business Tax Return (ITR);
 - f. BIR Tax Clearance for CY 2026;
 - g. Financial Statements as of December 31, 2025 duly received and stamped by the Bureau of Internal Revenue;
 - h. Certificate of Registration with the Bureau of Domestic Trade in case bidder is single proprietorship (DTI Certificate of Registration) or Certified Copy of SEC Registration Certificate and Articles of Incorporation and By-laws, if the bidder is a Corporation;
 - i. Company Profile (Form I & II attached) and;
 - j. Proof of Ownership of minimum equipment required.
 - k. Omnibus Sworn Statement (Form Attached);
2. A complete set of bidding documents can be secured from the BAC-Engineering Projects Secretariat at the PPA, PMO-NOS starting on **September 23, 2026** during office hours and upon payment of non-refundable amount of **One Thousand Pesos (P 1,000.00)**, for the bidding documents.
3. Submission of all bidding requirements shall not be later than **9:30 A.M. on September 30, 2026** to the Secretariat of the Bids and Awards Committee. Opening of bids shall follow immediately at the PMO-NOS Conference Room in the presence of the bidder's representative.
4. The **Approved Budget for the Contract (ABC) is Three Hundred Thirty-One Thousand One Hundred Forty-Seven Pesos and 07/100 Centavos (P 331,147.07).**
5. Quotations in excess of the Approved Budget for the Contract (ABC) shall be automatically disqualified.
6. The project shall be completed within **Sixty Calendar Days (60 CD)** from date of contract effectivity.
7. The Authority reserves the right to reject any and all bids and to declare a failure of bidding or not to award the contract. Likewise, it assumes no responsibility to compensate the bidders for any expense incurred in the preparation of the bids.

After having carefully read and accepted your Terms and Conditions, I/WE quote you on the item/s at prices indicated above.

Printed Name & Signature: _____

Position: _____

Mobile and Landline No.: _____

Email address: _____